



SEL ENVIRONMENTAL LTD

**WASTE MANAGEMENT POLICY
AND PROCEDURES**

Supported by




**SEL Environmental Ltd
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Review and Revisions

Review Date	Reviewed By	Signed	Revisions
24/07/2020	M Gilsenan		N/A



Waste Management Policy - SEL Environmental Ltd

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1. Introduction

The Company recognises it's duty to ensure that all of these wastes are disposed of responsibly. This policy applies to all activities undertaken by SEL Environmental Ltd including its staff, supply chain partners and clients.

The company has identified the following types of waste within it's daily operation:

- General refuse
- Bottles and Cans
- Paper and paper products
- Office Consumables
- Electrical Equipment
- Production Waste
- Installation Waste

This policy sets down the principles for management of waste types as detailed above generated by SEL.



2. Policy Statement

SEL Environmental Ltd is actively committed to sustainable waste management across its operations. Primarily we aim to reduce the Company's overall consumption and usage of raw materials. Aligned to this we encourage, and favour wherever possible, the re-use of materials in all areas of the business. In addition we promote the concept of recycling and the benefits of utilising recycled materials. However when disposal is the only option, we will seek to dispose of materials in an environmentally sensitive and responsible manner. In order to accomplish this aim we:

- The Company will adopt the principles of the 'best practicable environmental option' in the delivery of its waste management services. The Company will apply a 'waste hierarchical approach', to reduce, reuse, recycle and recover waste products in preference to the disposal of waste to landfill.
- Give guidance and information to staff to facilitate their participation in the recycling of their waste.
- Encourage the purchase of products with recycled content; also select products and materials with recycling potential.
- Audit potential Waste Management Suppliers pre appointment to ensure they are of an acceptable standard.

SEL understands that the correct handling, storage and disposal of waste materials is vital to ensure compliance with environmental legislation and for pollution prevention. SEL uses best endeavours to ensure it keeps abreast of changes in the legal framework to fully comply with the Duty of Care responsibilities.

We encourage co-operation and co-ordination between our employees and clients toward the shared goal of reducing waste at its source, reusing and recycling waste wherever possible.

Signed:

M Gilsenan
Director

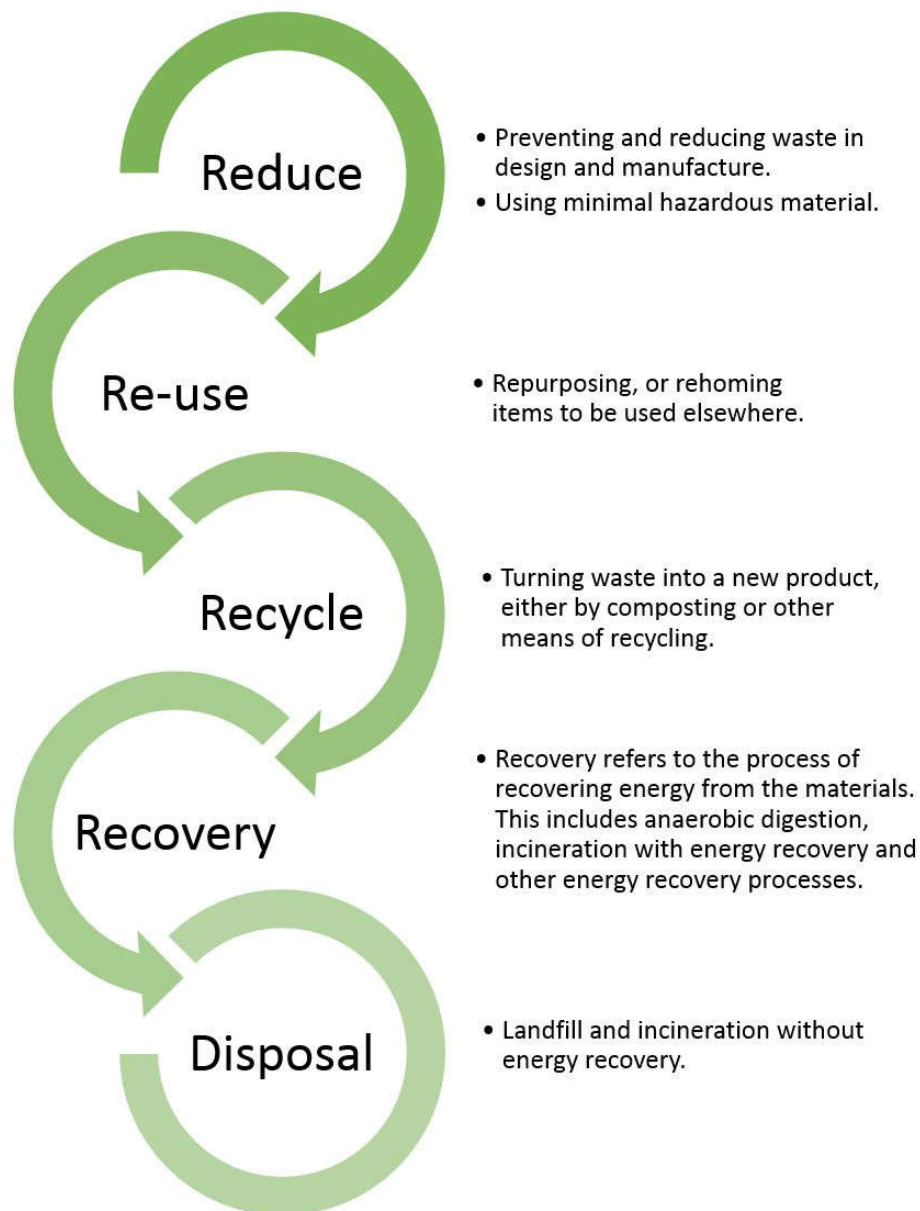
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3. Policy Objectives

The objectives of this policy are to apply the waste hierarchy to the management of waste materials and encourage re-use ahead of recycling and recovery.

The Waste Hierarchy





4. Application

All employees of SEL are encouraged to follow some of the guidelines to reduce, re-use and recycle as outlined below.

- General refuse – any waste which cannot be re-used or recycled. However, we encourage staff to take food waste home for composting
- Bottles and Cans – Where possible use a reusable container for drinks such as a cup, glass or drinking bottle. Where drinks are purchased for consumption that are contained within plastic / glass bottles or cans, we encourage staff to dispose of them into the proper recycling banks or take home and place into your appropriate recycling bin.
- Paper and paper products - SEL encourage a 'think before you print' ethos but where printing it unavoidable we encourage the use of 'both sides of the paper', to reduce paper consumption. Wastepaper for recycling must be placed into the appropriate bin for recycling.
- Office Consumables – ink cartridges. Where possible SEL encourage the use of repurposed ink cartridges within company printers. Spent ink cartridges should be placed into the appropriate container for collection to be repurposed.
- Electrical Equipment – Obsolete and broken electrical office equipment is to be stockpiled in the warehouse until there is sufficient equipment to justify a collection from the preferred equipment disposal contractor.
- Production Waste – The major production waste material from SEL's activities is plastic. There are different types in use such as PP, LLDPE and HDPE. Where possible off-cuts should be returned to stock for further use in the fabrication of further components. If an off-cut is usable then the plastic type should be identified and placed in the appropriate disposal bin for recycling. Disposal bins are located in the workshop and yard area provided by Preston Plastics.
- Installation Waste - The major installation waste material from SEL's activities is plastic. To minimise waste on site SEL have invested in equipment to cut and re-roll membranes and geotextiles so that exact site-specific requirements are sent to site. Should there be any subsequent waste, this should be placed into the segregated waste skips on site or if not possible returned to SEL for processing.

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